



School Groups and Curriculum Based Education Programs

1. It is best if you can provide us with 2-3 weeks notice. We are unable to provide Curriculum Based Education Programs or loan a DVD of the park film if we do not have this notice. You may still visit, but we may not have staff available for special programs.
2. Please try to get the documentation back to us as soon as possible. Once we have received all of the needed documentation, we will send out a confirmation email.
3. Due to concerns about impacts on the historic resources at Appomattox Court House, we are not able to accommodate multiple large groups at one particular time. If there is a conflict, we will contact you and try to accommodate all groups requesting a reservation.
4. If you are leading a group of students please remember, we require one adult for every ten students. Teachers and group leaders are responsible for their students.

For our education program descriptions, please visit:

<http://www.nps.gov/apco/learn/education/upload/2014-Ed-Program-Flyer-3.pdf>

Most of our education programs are 20 minutes in length and due to resource limitations; we must divide larger groups into groups of about 25 people each. If you are requesting multiple programs, please remember to allow 20 minutes per program and 5 minutes to move between programs.

For example: Excellent Elementary School is bringing its 4th graders (two classes of approximately 20 children each) along with two teachers and at least two other adult chaperons. They wish to arrive at 9:30am and plan to leave by 12:00pm. The schedule may look something like this:

9:30 Arrival and introduction	Group 1	Group 2
9:45 1 st station	McLean House	Parole Passes
10:05 rotate to the next station		
10:10 2 nd station	Parole Passes	McLean House
10:30 rotate to the next station		
10:35 3 rd station	Soldier Life	Civil War Kitchen
10:55 rotate to the next station		
11:00 4 th station	Civil War Kitchen	Soldier Life
11:20 Self guided time/Lunch		
12:00 Depart		

Please fill out the following information and email it to brandon_chamberlain@nps.gov or **fax it to 434-352-8568** Attention "Group Tours Coordinator." Please call 434-352-8987 x 231 with any questions.

Requested Date of Visit: _____ Time: _____ Day of Week: _____

Name of Group: _____

Total Number in Group: _____ Adults: _____ Children: _____ Seniors _____

_____ Interpretive Program Requested? Age/or grade of children: _____

Which Education Programs would you like? (Approximately 25 minutes each) For a description please visit: <http://www.nps.gov/apco/learn/education/upload/2014-Education-Program-Flyer-3.pdf>

_____ McLean House _____ Parole Passes _____ Soldier Life _____ Musket Firing Demonstration
_____ Toys and Games _____ Home Front _____ Civil War Medicine _____ Civil War Kitchen
_____ Stacking of Arms Program (40 minutes)

****All programs can only be presented if staffing is available****

Group Contact Person: _____

Phone: _____ Fax: _____

Email: _____

Group Address: _____

City: _____ State: _____ Zip Code: _____

Additional Information Requested

_____ Brochure _____ DVD of park film (Must be returned)

Teacher Information is available on the park website, www.nps.gov/apco (look in "Learn About the Park" then "Education" then "Curriculum Materials" or "Bring the Park to Your School" sections for more information).

Also available on our website is *Where Our Country Reunited*, an integrated teaching/learning package designed for 4th and 5th grade students.

Please attach any special request or accessibility needs.